

MINUTES
COMMISSION ON CLASSIFIED STAFF AFFAIRS
February 12, 1985

Present: Emma Barber, Pat Durham, Jane Kidd, Gary Pringle, Diane Hasleton, Alice Allen, Paul Gable, Martin Fowler, Ken Lindsay for Marty Koldyke, Lucy Arthur for Ray Thompson and Janet Olbon, and Jack McKenzie

Absent: Marty Koldyke, Ron Herrin, Ray Thompson, Flora Walker, Gary McCombs, and Janet Olbon

The minutes were approved from the January meeting by a motion from Diane Hasleton and a second from Paul Gable.

Alice Allen mentioned the Question and Answer column in the Newsletter. She needs more information. She showed the Newsletter article classified staff form. Gary Pringle mentioned the order of signatures on the form and suggested they be switched the next time the forms were printed.

Paul Gable mentioned the letter to the President's Council on child care. Jane Kidd said she would present the letter to the President's Council Friday at 3:00 p.m. on February 22. Jane suggested everyone attend.

Paul Gable handed out a draft of the memo to Dean Maxwell concerning a policy on outside work. Everyone said it looked fine, and Jane Kidd said she needed comments to her very soon so she could send the final memo out.

Paul Gable mentioned the annual faculty/staff meeting and suggested advantage should be taken of Dr. Maxwell's offer to let us present a report at this meeting. It was suggested that (1) a letter to all classified staff, announcing the meeting, be sent out to make sure staff know they are encouraged to come, (2) an article be put in the Newsletter announcing the meeting is open to staff, and (3) the committee touch base with Dr. Maxwell and suggest he request Deans to encourage staff attendance.

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Jane Kidd introduced several letters of correspondence from Davis McGregor and the Faculty Senate Welfare Committee concerning single billing for laboratory costs at local hospitals. This will help Blue Cross/Blue Shield to pay for entire cost instead of part. Several hospitals have changed to single billing due to their efforts. Jane Kidd will send a thank you letter to this committee for their good work.

Jane Kidd presented a letter she received, in Box 2121, concerning having to fill out time sheets for permanent, full-time employees.

Jane Kidd presented 125 nominations received to fill the three upcoming * vacant positions. These will be sorted by the Executive Committee, and a cover sheet attached before turning them over to President Atchley.

Paul Gable requested that Ray Thompson brief them at their next meeting as to the salary situation at the State level.

Having no further business, Paul Gable motioned to adjourn. Gary Pringle seconded.

LA/jo